

FIRE UP YOUR FUTURE



BECOME A FIREFIGHTER

FIREFIGHTER RECRUITMENT PACKET



**APPLICATION AND TEST REGISTRATION:
THE NORWALK FIRE DEPARTMENT IS CURRENTLY
ACCEPTING APPLICATIONS, HOWEVER THIS PACKET
WILL START YOU ON YOUR WAY TO A FULFILLING
CAREER.**



Becoming a firefighter for the any department is a highly competitive process. The fire department typically receives over one thousand applications for each recruitment and testing process, from men and women of many backgrounds. As a result, the Norwalk Fire Department is a true melting pot of people from across Connecticut and the United States.

[The Application Process will be coming shortly. Start preparing now!](#)

Follow our web page and social media for the announcement.

www.norwalkct.org

<https://www.facebook.com/NorwalkFireDepartment>

<https://twitter.com/norwalkctfire>

Norwalk Fire Department Mission Statement

The Norwalk Fire Department protects the community through efficient use of resources to reduce the impact of fire and other emergencies. The department meets this challenge through suppression, prevention, and education. Each of our divisions- Administration, Suppression, Fire Prevention, Emergency Management, and Maintenance – are committed to this goal.



Working as a Norwalk Firefighter

Once assigned to a specific company, firefighters may be reassigned several times over the course of their career through transfers and promotions.

Firefighters are also temporarily assigned to other stations to fill various vacancies created employee time off or training schedules.

Most of the 140 members of the Norwalk Fire Department are firefighters in the Suppression Division. Called line personnel, they report for duty each day prior to 8:00 a.m. and work a 24-hour shift then 72 hours off. Each day there are 33 firefighters are on duty in one of five fire stations.

The typical 24-hour day starts with each incoming firefighter putting their personal protective gear on their apparatus. Members exchange important information from the previous day, and then begin their morning duties.

In addition to responding to over 6000 calls for service annually the daily duties include checking off all equipment, to make sure it's operational, as well as cleaning the fire station. Mornings are often spent completing station projects. Afternoons are often used as time for training as well as physical fitness activities. Firefighters can use down-time after dinner to study for promotional exams or engage or to perform class work while pursuing formal education.

Some of the promotional opportunities the department offers are advancement to a line officer such as, lieutenant, captain, and deputy chief. There is also opportunity to promote into the Fire Marshal's division as a fire inspector, deputy fire marshal, and fire marshal.

Firefighter Job Description

Definition: Performs fire suppression and prevention duties. Maintains fire apparatus, equipment, buildings and grounds.

General Duties: A firefighter must be able to work within the team concept, and be capable of maintaining effective working relationships with peers and supervisors. A firefighter shall perform scheduled routine maintenance tasks. These include but are not limited to, care and maintenance of fire apparatus, breathing equipment, hand and power tools, hose and associated appliances, emergency life support equipment, and any other equipment assigned. The firefighter shall maintain fire department buildings and grounds in the prescribed manner. A firefighter must have the ability to perform firefighting tasks in accordance with NFPA Standard 1001, Firefighter Professional Qualifications. Tasks are performed under extreme conditions such as hostile environments, weather and temperature extremes, cramped surroundings, limited visibility and under physical and mental stress. The firefighter's responsibility lies in protecting life and property while under supervision of his superiors. The firefighter will be involved in in-service inspections, pre-fire planning, fire prevention, and public education. The firefighter must be capable of dealing with the general public in courteous manner.

Supervised By: Works under supervision of Lieutenant, Captain, or Deputy Chief. Work is reviewed for technical proficiency, and effectiveness.

Qualifications Profile: The skills and knowledge required would generally be acquired with a high school diploma or equivalency certificate. Knowledge of rules, regulations, and operational procedures of the Fire Department. Ability to learn firefighting methods and techniques, the operation of firefighting equipment, street location and physical layout of the City, and major traffic and fire hazards. Ability to think and act quickly in emergencies. Ability to understand and follow oral and written directions promptly and accurately. Ability to deal courteously and effectively with the

general public. Ability to establish and maintain cooperative relationships with those contacted in the course of work.

Note: The above is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility.

How to Become a Norwalk Firefighter

Start Now!

Sign up and complete the Candidate Physical Ability Test (CPAT). This will be required if you are offered a job. Visit this website for enrollment information

<https://portal.ct.gov/CFPC/Candidate-Physical-Ability-Test>

Once the application process is open-

1. Completely fill out required application
2. Attend Orientation sessions (**These sessions are Optional**):
3. Sit for the Candidate Written Aptitude Test:
4. Oral interview: For those candidates who achieve a passing grade on the written test.
5. Background and reference checks
6. Offer of employment

Applications are only accepted for positions that are currently being recruited. The City of Norwalk generally recruits for the position of Firefighter every 3 years. This Recruitment Packet explains the application, testing, and interview process in more detail.

Fire Department's Diversity Statement



The continued excellence of the Norwalk Fire Department is largely dependent upon the ability to attract, develop, and retain highly skilled, talented, and motivated members. An essential element in maintaining this quality of service is the recognition of the value of a diverse work force.

Characteristics such as age, culture, ethnicity, gender, race, religious preference, sexual orientation, and the expression of unique philosophies and ideas provide the opportunity to better understand each other. This understanding strengthens the efficiency and productivity of the Norwalk Fire Department, whose primary objective is to provide excellent service to a diverse community.

Diversity Mission- The mission of the Norwalk Fire Department is to maintain its high standard of excellence by attaining and fostering a diverse work force. This is accomplished by reaching the following goals:

Goals - The goals of the Norwalk Fire Department with regard to diversity are:

- Uphold all federal, state, and local laws, and the Norwalk Fire Department's rules and regulations regarding employment.
- Attract and retain qualified individuals from diverse backgrounds who are committed to the continued excellence of the Norwalk Fire Department.
- Achieve and accept a diverse work force in terms of age, culture, ethnicity, gender, race, religious preference, sexual orientation, and the expression of unique philosophies and ideas.
- Provide all employees the opportunity for development and growth at every rank in the Norwalk Fire Department.
- Expect that all employees will treat each other with dignity and respect, regardless of perceived differences.

Overview of the Written Exam and Oral Interview

The written exam is used for the entry process to identify a minimum level of reading, writing, and mathematical skills needed to perform as a firefighter. Interested applicants can use standard Firefighter Prep books to get started, such as:

[Firefighter Exam and Interview Prep- Amatrudo and Peltz](#)
[Norman Hall's Firefighter Exam Prep Book](#)
[McGraw- Hill –Firefight Exam](#)
[Barron's Firefighter Candidate Exam](#)

A percentage of candidates will be invited to an oral interview. The interview process will exam an individual's personal traits and beliefs in the areas of diversity, integrity, ethics, dependability, teamwork, judgment, decision making and oral communication.



Overview of the Candidate Physical Ability Test (CPAT)

In order to be considered for selection, firefighter applicants must pass the Candidate Physical Ability Test (CPAT) conducted in Meriden, CT. This test consists of a series of eight physical tasks, such as running or raising ladders, which closely approximates physical tasks routinely performed by firefighters on the job. Most tasks are timed. This is a pass/fail test based on a maximum total time of 10

minutes and 20 seconds.

Applicants are advised to prepare for the ability test for purposes of safety as well as to enhance their chance for a higher score. With adequate preparation, the average healthy, fit individual should be able to complete the test safely and satisfactorily. During testing, all procedures will be explained in detail and demonstrated if necessary.

Physical screening procedures meet the following criteria:

1. they are job related

2. They are not discriminatory on the basis of sex, race, age, etc.
3. they represent what experts feel are the most crucial phases of firefighting and emergency medical activities and are indicative of a variety of firefighting and emergency tasks; and
4. They are quantifiable.

Caution: Applicants are advised to consult their personal physician before starting a self-preparation training program and before participating in the agility test. **The City does not accept liability for physical or medical conditions experienced by applicants as a result of the ability test.** Each applicant must sign a statement accepting personal liability for such conditions before being permitted to participate in the agility test.

The CPAT consists of eight skills, you must wear a 50 pound vest that simulates the weight of self-contained breathing apparatus (SCBA) and turnout gear. An additional 25 pounds (2- 12.5 pounds weights) that simulate a high rise hose bundle, is added to your shoulders for the stair climb.

Stair climb	Hose drag	Equipment carry	Ladder raise and extension
Forcible entry	Search	Rescue	Ceiling breach and pull

Link to Orientation Guide and CPAT webpage:

<https://portal.ct.gov/CFPC/Candidate-Physical-Ability-Test>

Connecticut Fire Academy



All new recruits must complete a recruit academy (about 14 weeks) conducted at the CT Fire Academy in Windsor Locks, CT which includes both intense physical training and a challenging academic program. Required to maintain a minimum 80% average, recruits receive several certifications before graduation and their assignment to a fire station. A new hire that has been through a previous recruit program may not have to attend again and will be assigned an in-house training program.

Frequently Asked Questions (FAQ)

Do you have to have some prior experience or training in firefighting? No. The Norwalk Fire Department is looking for people who are highly motivated, in excellent physical condition, and who possess adequate reading comprehension skills. While knowledge or experience of the fire service will be helpful once the academy begins, it is not requirement for employment. The Norwalk Fire Department provides all of its new recruits with the necessary training to ensure they have the skills and knowledge necessary to perform their jobs in a safe and efficient manner.

What is the minimum education requirement? A high school education or General Equivalency Diploma (GED) is required.

Is there a residency requirement? No

Is there an age limit? The Norwalk Fire Department requires that recruits be at least 18 years of age at the start of the academy. Mandatory retirement age is 65 years old.

Can females become firefighters? Yes <https://www.i-women.org/>

How long is the Norwalk Fire Department Recruit training? The initial training program at the Connecticut Fire Academy is 14 weeks. This requires residency at the academy Monday – Friday.

Can I complete the CT Physical Agility Test in advance of the written test? Yes and that is strongly encouraged. Candidates pursuing a career in the fire service should complete the CPAT on an annual basis and keep the card current.

Do you get paid while at the Fire Academy? Yes. All training is provided during the Fire Recruit Academy. Applicants who are accepted to the Fire Recruit Academy become full time City of Norwalk employees at the start of the academy. You will be paid the starting salary for a firefighter, along with the benefits package provided by the City of Norwalk. See the Salary and Benefits section for benefits. There is a probationary period that starts with the date of employment and ends one year after graduation from the Fire Recruit Academy.

Will I need a medical response certification? Not to be hired as a Norwalk Firefighter. However, you will have to take, pass, and become certified as an emergency medical responder (EMR) or emergency medical technician (EMT) within your probationary period.

If I already have EMT Certification, will I complete the same training as someone without the certification? No, EMT is a State wide Certification as Long as your Certification is active and not expired you will not need to retake an EMT Course.

Public Safety Cadet Program

The Public Safety Cadet program is a shared program between Norwalk Fire and Police Departments for youth ages 13-20. This is a great opportunity to explore all the emergency services have to offer in both Norwalk and the surrounding areas. The program educates and promotes a high quality of leadership skills, integrity, ethical behavior, and judgment. Contact the Norwalk Police Department at 203-854-3029 or the Norwalk Fire Department 203-854-0235 to learn more about this program.

A final note:

Employment in the fire service is very competitive. Many times less than 1% of the applicants are hired. Do not settle for one city or fire department; explore other opportunities in the State and across the country. Take as many entry tests as possible. Continue your education; join a volunteer organization such as the cadets, an emergency medical provider or a civilian response team. These organizations will assist with building the skills necessary to become a firefighter.



For additional information or specific questions, contact:

Deputy Chief of Training
203-854-0235